

ENVIRONMENTAL CLEARANCE APPLICATION

INSTRUCTIONS

Please prepare the application form, environmental analysis, and other required information listed below and return them, in conjunction with other required forms for your project (i.e., Planned Development Permit/Amendment, Conditional Use Permit/Amendment, Rezoning, etc.) by appointment, to the Department of Planning, Building and Code Enforcement. Applications will only be accepted for processing if they are complete.

1. **Completed Application Form.** Each application shall be signed by the preparer of the application. Original signatures are required. **Two** copies of the application shall be submitted for each site.

The application must contain the following:

- (a) Aerial photograph (8 ½" x 11" or 11" x 17")
 - Minimum scale 1" = 200'
 - Include a north arrow and the scale of the photograph
 - Include date of the photograph
 - The site shown in the center of the photograph
 - Clearly outline and identify the site

Note: The City's set of mylar aerial photos are located at San Jose Blue Print, 835 W. Julian Street, San Jose, CA 95126 Phone: (408) 295-5770

- (b) Site Plan (drawn to scale) showing the proposed project. (8 ½" X 11" or 11" X 17")

- (c) Vicinity Map that shows the surrounding roadways, schools, etc., (8 ½" X 11")
 - Include a north arrow

- Site in the center of the map with North at the top of the page
 - Clearly outline and identify the site
 - Name each surrounding street
 - Label all land uses within 500 feet of the site
- (d) Photographs of the site and surrounding properties
 - Snapshots or Polaroid photos will be accepted
 - Mount on (8 ½" X 11") paper
 - Identify the subject of each photograph

2. **County Assessor's Parcel Map.** Provide a copy of the Assessor's Parcel Map (APN) showing the subject property. This map can be obtained from the County Assessor's Office at 70 West Hedding Street, 5th Floor, San Jose, CA or from the Planning Division, City Hall, Room 400.
3. **Noticing the Neighborhood.** Refer to the Public Outreach Policy for a full description of the City's public notification procedures. Public Hearing notices will be mailed for development proposals at least 10 calendar days before the date set for hearing for a project. Notices will be sent to all property owners and residents within 300 feet for Very Small projects, 500 feet for Standard Development Proposals and a minimum of 1,000 feet for large or controversial projects as detailed in the Public Outreach Policy.
4. **Fees.** An application fee, associated Public Noticing fee(s), and the appropriate Environmental application fees are due at the time of filing (see fee schedule). Checks are made payable to the "City of San Jose".



CITY OF SAN JOSE

Department of Planning, Building and Code Enforcement
Planning Divisions, 801 North First Street, Rm 400
San Jose, California 95110-1795
(408) 277-4576

Website: www.ci.san-jose.ca.us/planning/sjplan

ENVIRONMENTAL CLEARANCE APPLICATION

TO BE COMPLETED BY PLANNING DIVISION STAFF

FILE NUMBER:		RECEIPT #: _____
ND GRANTED:	EIR REQUIRED:	AMOUNT: _____
PROJECT MANAGER:	ENVIRONMENTAL COORDINATOR:	DATE: _____
		BY: _____
NOTES:		

TO BE COMPLETED BY APPLICANT (PLEASE TYPE OR PRINT IN INK)

I. GENERAL INFORMATION

NAME OF APPLICANT		DATE
ADDRESS		
E-MAIL ADDRESS	DAYTIME PHONE NUMBER ()	FAX NUMBER ()
NAME OF PROPERTY OWNER		DATE
ADDRESS		DAYTIME PHONE NUMBER ()
NAME OF DOCUMENT PREPARER (IF DIFFERENT FROM ABOVE) OR ENVIRONMENTAL CONSULTANT		DATE
ADDRESS	DAYTIME PHONE NUMBER ()	FAX NUMBER ()
NAME OF PROJECT		
PROJECT LOCATION		
STREET ADDRESS		
ASSESSOR'S PARCEL NUMBER(S)		
<i>Note: Information regarding the Assessor's Parcel Number can be obtained from the County Assessor's Office, County of Santa Clara 70 West Hedding Street, 5th Floor, San Jose, CA 95110, Phone (408) 299-3227.</i>		

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PROVIDE THE FOLLOWING PLANNING INFORMATION BELOW:

Note: Information regarding General Plan, Specific Plan, and Zoning information can be obtained at the City of San Jose Department of Planning, Building and Code Enforcement, 801 North First Street, Room 400, San Jose, CA 95110 Phone (408) 277-4576.

ZONING DISTRICT:

GENERAL PLAN DESIGNATION:

IS THE PROJECT CONSISTENT WITH THE ZONING AND GENERAL PLAN? (STAFF)

LIST ANY PERMITS THAT ARE REQUIRED FOR THE PROJECT FROM THE CITY OF SAN JOSE AND OTHER LOCAL, STATE, OR FEDERAL AGENCIES (SITE DEVELOPMENT PERMIT, PLANNED DEVELOPMENT PERMIT, DEPARTMENT OF FISH AND GAME PERMIT, ETC.):

LIST ANY PROFESSIONAL REPORTS PREPARED FOR THE PROJECT SITE KNOWN TO THE APPLICANT (I.E., GEOLOGIC, HAZARDOUS MATERIALS, ARCHAEOLOGICAL, ENVIRONMENTAL IMPACT REPORTS, ETC.,)

II. DESCRIPTION OF THE PROJECT

Written Description of the Project:

SIZE OF THE SITE: _____ gross acres

BUILDING SQUARE FOOTAGE: _____ square feet

NUMBER OF FLOORS:

BUILDING HEIGHT: _____ feet

FLOOR AREA RATIO: _____

AMOUNT OF OFF-STREET PARKING PROVIDED: _____ spaces

WHAT PERCENTAGE OF THE SITE WILL BE OCCUPIED BY BUILDINGS, PARKING/DRIVEWAYS, AND LANDSCAPING/ OPEN SPACE:

Project Site Uses	Amount of Area	Percentage of Total Project Area
Building (footprint)		
Parking/Driveways		
Landscaping/Open Space		
Total		100 %

DOES THE PROJECT PROPOSE THE DEMOLITION OR ALTERATION OF ANY EXISTING STRUCTURES ON THE PROJECT SITE? NO YES

If yes, describe below:

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IS THE PROJECT A LAND USE PRESENTLY EXISTING IN THE SURROUNDING NEIGHBORHOOD (<i>within 500 feet of the project site</i>)? <div style="display: flex; justify-content: space-around; width: 100%;"> NO YES </div>	
HAS A COMMUNITY MEETING BEEN HELD TO DISCUSS THE PROJECT WITH NEIGHBORS? <div style="display: flex; justify-content: space-between; margin-top: 5px;"> NO YES When: _____ # attending: _____ Notification Process: _____ </div> <p style="margin-top: 5px;">If yes, indicate what issues were discussed with neighbors: _____ (mailing, newspaper, etc.)</p>	
IF THE PROJECT IS RESIDENTIAL PROVIDE THE INFORMATION BELOW: <p>Type of units: (i.e., single-family detached, multi-family, etc.) _____</p> <p>Number of each type of unit: _____ Density per net acre: _____</p> <p>Bedroom count: _____ Estimated population*: _____</p> <p><small>*Units x Persons per Household: SFDetached = 3.43; SFAttached = 2.88; 2-4 units = 3.12; 5+ units = 2.29; Mobile Homes = 2.23</small></p>	
IF THE PROJECT IS COMMERCIAL PROVIDE THE INFORMATION BELOW: <p>Neighborhood or Regionally oriented: _____</p> <p>Number and type of establishments: (i.e., restaurant, department store, etc.) _____</p> <p>_____</p> <p>Square footage of each: _____</p> <p>Number of shifts per workday: _____ Number of employees per shift: _____</p> <p>Hours of Operation: _____ Drive-through uses: _____</p>	
IF THE PROJECT IS INDUSTRIAL PROVIDE THE INFORMATION BELOW: <p>Number and type of establishments: _____</p> <p>Square footage of each: _____</p> <p>Number of shifts per workday: _____ Number of employees per shift: _____</p> <p>Hours of Operation: _____</p>	
IF THE PROJECT IS INSTITUTIONAL PROVIDE THE INFORMATION BELOW: <p>Major functions: _____</p> <p>Square footage and other relevant characteristics: _____</p> <p>_____</p> <p>Number of shifts per workday: _____ Number of employees per shift: _____</p> <p>Service area: _____</p> <p>Hours of Operation: _____</p>	
IF THE PROJECT IS MIXED USE , INCLUDE INFORMATION FROM ABOVE WHICH IS RELEVANT:	
WILL HAZARDOUS MATERIALS BE USED AS A PART OF THE OPERATION OF ANY OF THE ESTABLISHMENTS ON THE PROJECT SITE? <div style="display: flex; justify-content: space-around; width: 100%;"> NO YES </div> <p style="margin-top: 5px;">If yes, discuss below:</p>	
IF REQUIRED, HAS A HAZARDOUS MATERIALS STORAGE PERMIT BEEN OBTAINED FOR THE OPERATION OF THE PROJECT? <div style="display: flex; justify-content: space-around; width: 100%;"> NO YES </div>	

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IF REQUIRED, LIST THE APPROPRIATE STATE AND FEDERAL PERMITS THAT HAVE BEEN OBTAINED FOR THE USE, HANDLING, AND STORAGE OF HAZARDOUS MATERIALS ON THE SITE:

DISCUSS BRIEFLY THE PHYSICAL AND ENGINEERING ASPECTS OF THE PROJECT, INCLUDING THE FOLLOWING:

Is grading or excavation contemplated? NO YES

If Yes: Cut: _____ volume in cubic yards; depth in _____ feet max
 Fill: _____ volume in cubic yards; depth in _____ feet max

DESCRIBE EXTERIOR LIGHTING PROPOSED FOR SECURITY, PARKING LOTS, AND PEDESTRIAN PATHS, INCLUDING TYPE OF LIGHTING, PROPOSED HEIGHT, AVERAGE FOOTCANDLE, AND PROXIMITY TO SENSITIVE RECEPTORS:

DISCUSS ANY CHANGES IN THE DRAINAGE PATTERNS, ABSORPTION RATES, AND AMOUNT OF SURFACE RUNOFF RESULTING FROM THE PROJECT:

UTILITIES

Indicate the availability of the utilities for the project and name the utility provider below:

Utility	Availability	Name of Provider:
Water		
Sanitary Sewer		
Storm Sewer		
Solid Waste/Recycling		
Natural Gas/Electric		

PUBLIC IMPROVEMENTS: INDICATE ANY PUBLIC IMPROVEMENTS NECESSARY FOR THE PROJECT (DEDICATIONS, HALF-STREETS, STOP LIGHTS, ETC.):

RESERVATION OF LAND FOR PUBLIC FACILITIES: INDICATE ANY RESERVATION OF LAND FOR PUBLIC FACILITIES NECESSARY FOR THE PROJECT (SCHOOLS, PARKS, TRANSIT FACILITIES, ETC.):

PROJECT OBJECTIVES: INDICATE THE COMMUNITY BENEFITS DERIVED FROM THE PROJECT:

III. ENVIRONMENTAL SETTING

- LIST THE CURRENT LAND USES ADJACENT TO THE PROJECT SITE (undeveloped, commercial, residential, etc.)

North:

East:

South:

West:

LAND USE

- LIST THE CURRENT LAND USES ON THE PROJECT SITE (UNDEVELOPED, COMMERCIAL, RESIDENTIAL USES, ETC.)

- DOES THE PROJECT SITE CONSIST OF AGRICULTURAL LAND? NO YES

If yes, describe below the type of use (orchards, row crops, greenhouses, etc.):

- LIST SPECIFIC LAND USES THAT WERE PREVIOUSLY ON THE SITE FOR THE LAST 5 YEARS.

GEOLOGIC HAZARDS

Note: A Geologic Report may be required for the project if it is located in a Geologic Hazards Zone. Information regarding geologic hazards may be obtained from the City of San Jose Public Works Department, 801 North First Street, Room 308, San Jose, CA 95110, Phone (408) 277-5161.

- DESCRIBE THE GEOLOGICAL CHARACTERISTICS OF THE SITE INCLUDING TOPOGRAPHY AND ANY UNIQUE GEOLOGIC FEATURES (I.E. ROCK OUTCROPS, ETC.)

- LIST KNOWN FAULT(S) CLOSEST TO THE PROJECT SITE AND DISTANCE AND LOCATION IN RELATION TO THE PROJECT SITE (E.G., SILVERCREEK FAULT LOCATED ONE MILE TO THE NORTHEAST OF THE PROJECT SITE):

- IS ANY PART OF THE PROJECT SITE SUBJECT TO GEOLOGIC HAZARDS INCLUDING EROSION, LANDSLIDE, LIQUEFACTION, EXPANSIVE SOILS, SUBSIDENCE OF THE LAND? NO YES
Please describe below:

- DESCRIBE THE SOIL TYPES ON THE PROJECT SITE (I.E., CLASS I, CLASS II).

WATER RESOURCES

Note: Information regarding waterways and flooding conditions can be obtained from the City of San Jose Public Works Department, 801 North First Street, Room 308, San Jose, CA 95110, Phone (408) 277-3133.

- ARE THERE ANY NATURAL WATERWAYS OCCURRING ON THE PROJECT SITE OR WITHIN 300 FEET OF THE PROJECT SITE? NO YES
If yes, discuss below the name, type of waterway and the distance to the project site:

- LIST THE FLOOD ZONE AND PANEL NUMBER WITHIN WHICH THE PROJECT SITE IS LOCATED.

Flood Zone: _____ Panel Number: _____

- IS THE PROJECT SITE LOCATED WITHIN AN AREA SUBJECT TO FLOODING (I.E., WITHIN THE 100-YEAR FLOOD PLAIN): NO YES

BIOLOGICAL RESOURCES

Note: The biological resources section may require an arborists or biotics report prepared by a qualified consultant. Information regarding biological resources may be obtained at City of San Jose Department of Planning, Building and Code Enforcement, 801 North First Street, Room 400, San Jose, CA 95110, Phone (408) 277-4576.

- DESCRIBE THE BIOTIC FEATURES OF THE SITE, INCLUDING OPEN SPACES, LANDSCAPING ON THE SITE AND ANY UNIQUE BIOLOGICAL FEATURES.

- DOES THE SITE CONTAIN ANY KNOWN ENDANGERED THREATENED, SPECIAL STATUS ANIMAL OR PLANT SPECIES? NO YES
If yes, list below:

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- DOES THE SITE CONTAIN ANY KNOWN IMPORTANT WILDLIFE BREEDING, NESTING OR FEEDING AREAS?

If yes, list below:

NO

YES

- IS THERE RIPARIAN CORRIDOR HABITAT OCCURRING ON OR WITHIN 300 FEET TO THE SITE (I.E. VEGETATION OCCURRING ALONG THE BANKS OF A WATERWAY)?

If yes, discuss below:

NO

YES

- WILL THE PROJECT BE CONSTRUCTED WITHIN 100 FEET OF THE TOP OF BANK OR EDGE OF RIPARIAN VEGETATION OF ANY WATER WAY?

If yes, discuss below:

NO

YES

- In the table below, list any existing trees on the project site including their species, size, condition, and disposition. Indicate if any of the trees are ordinance-size trees. In addition, indicate trees to be removed and trees to be retained as part of the project. If additional space is required, attach supplemental pages.

(Note: Trees size is determined by measuring the circumference of the tree trunk at 24 inches above natural grade – Ordinance-size trees are defined as trees measuring 56 inches in circumference at 24 inches above natural grade).

Photos of each ordinance-size tree must be submitted. The location of all trees on the site must be specified on a site plan.

Number	Tree Species	Size (circumference)	Ordinance- Size Trees	Condition of Tree	Tree to be Removed	Tree to be Retained
Example	Coast Live Oak	62 inches	Yes	Good	No	Yes
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						

- ARE THERE HERITAGE TREES ON THE PROJECT SITE? (STAFF)

NO

YES

If yes, list the number of trees, size of trees and species below:

Heritage Tree List Number:	Address/Location:	Location of Tree on Project Site:	Species

TRANSPORTATION/CIRCULATION

Note: Information regarding transportation and circulation issues can be obtained from the, City of San Jose Public Works Department, 801 North First Street, Room 308, San Jose, CA 95110, Phone (408) 277-5161.

- NAME AND DESCRIBE THE ROADWAYS PROVIDING ACCESS TO THE PROJECT SITE (E.G., FOUR-LANE ROADWAY WITH MEDIAN, ETC.):

- IS THE PROJECT SITE CURRENTLY SERVED BY MASS TRANSIT (I.E., BUS SERVICE, LIGHT-RAIL, ETC.):

If yes, list routes below:

NO

YES

- IS THE PROJECT SITE WITHIN 2,000 FEET BY PUBLIC RIGHTS-OF-WAY OF A LIGHT RAIL STATION?

If yes, list which station:

NO

YES

MINERAL RESOURCES

- DOES THE PROJECT SITE CONTAIN ANY KNOWN IMPORTANT MINERAL RESOURCES?

If yes, list below:

NO

YES

AIR QUALITY

Note: An air quality analysis prepared by a qualified consultant is required for any project that proposes diesel generators. Information can be obtained from the City of San Jose Planning, Building and Code Enforcement Department, 801 North First Street, Room 400, San Jose, CA 95110, Phone (408) 277-4576.

- IS THE PROJECT SITE LOCATED ADJACENT TO A USE THAT GENERATES ODORS (I.E. LANDFILLS, COMPOSTING, ETC.)?

If yes, discuss below:

NO

YES

HAZARDOUS MATERIALS

Note: Information regarding hazardous materials issues can be obtained from the City of San Jose Environmental Services Department, 777 North First Street, Suite 400, San Jose, CA 95110, Phone (408) 277-5161.

- ARE PESTICIDES CURRENTLY USED ON THE SITE FOR EITHER AGRICULTURAL PRODUCTION OR LANDSCAPE MAINTENANCE OPERATION?

If yes, discuss below:

NO

YES

- ARE THERE ACTIVE OR ABANDONED WELLS ON THE PROJECT SITE?

If yes, discuss below:

NO

YES

- ARE HAZARDOUS MATERIALS CURRENTLY BEING USED AS A PART OF THE PRESENT BUSINESS OPERATING ON THE SITE?
If yes, discuss below: NO YES

- IF REQUIRED, DOES THE CURRENT OWNER/OPERATOR HAVE A HAZARDOUS MATERIALS STORAGE PERMIT?
NO YES

- IF REQUIRED, LIST THE APPROPRIATE STATE AND FEDERAL PERMITS THAT HAVE BEEN OBTAINED FOR THE USE, HANDLING, AND STORAGE OF HAZARDOUS MATERIALS FOR PREVIOUS OPERATIONS ON THE PROJECT SITE:

- HAS THE PROJECT SITE EVER BEEN OCCUPIED BY A GAS STATION OR AUTO REPAIR FACILITY?
NO YES

- DOES THE SITE HAVE UNDERGROUND STORAGE OF CHEMICALS OR UNDERGROUND STORAGE TANKS?
If yes, describe below the type of storage use (i.e., gasoline, diesel, etc.): NO YES

- IS THE PROJECT SITE LISTED ON ANY LOCAL, STATE AND/OR FEDERAL REGULATORY DATABASE DUE TO HAZARDOUS MATERIALS CONTAMINATION (STAFF):
If yes, discuss below: NO YES

- HAVE ANY SOILS/GROUNDWATER TESTS EVER BEEN CONDUCTED ON THIS PROPERTY IN RELATION TO POTENTIAL HAZARDOUS MATERIALS CONTAMINATION?
If yes, discuss below: NO YES

- HAS THE REMEDIATION OF HAZARDOUS MATERIALS EVER BEEN PERFORMED ON THE PROJECT SITE?
If yes, discuss below: NO YES

- DOES THE PROJECT PROPOSE THE DEMOLITION OF ANY STRUCTURE THAT MAY CONTAIN HAZARDS SUCH AS ASBESTOS OR LEAD PAINT?
if yes, discuss below: NO YES

- HAVE BUILDINGS ON THE SITE BEEN TESTED FOR PRESENCE OF ASBESTOS AND LEAD BASED PAINT?
NO YES

NOISE

Note: An acoustical analysis is required for any project that exposes people to noise in excess of established City or State standards. Information regarding noise issues can be obtained from City of San Jose Department of Planning, Building and Code Enforcement, 801 North First Street, Room 400, San Jose, CA 95110 Phone (408) 277-4576.

- IS THE PROJECT SITE LOCATED WITHIN THE AIRPORT LAND USE COMMISSION PLAN NOISE ZONE (65 CNEL)?
NO YES

- IS THE PROJECT LOCATED ADJACENT TO A MAJOR NOISE/VIBRATION SOURCE (I.E., RAILWAY, MAJOR ROADWAY, ETC.)?
NO YES

If yes, list below:

PUBLIC SERVICES

- LIST THE NAME, ADDRESS AND APPROXIMATE DISTANCE OF THE NEAREST FIRE STATION:

- IF THE PROJECT IS **RESIDENTIAL** PROVIDE THE INFORMATION BELOW:

LIST THE NAME, ADDRESS AND APPROXIMATE DISTANCE OF THE NEAREST ELEMENTARY, MIDDLE AND HIGH SCHOOL:

- LIST NAME OF NEAREST LOCAL AND REGIONAL PARKS AND RECREATIONAL FACILITIES:

AESTHETICS

Note: Information regarding aesthetics can be obtained from the San Jose 2020 General Plan available for review at City of San Jose Department of Planning, Building and Code Enforcement, 801 North First Street, Room 400, San Jose, CA 95110 Phone (408) 277-4576.

- IS THE PROJECT SITE LOCATED ADJACENT TO A SCENIC HIGHWAY?
NO YES

If yes, list below:

CULTURAL RESOURCES

Note: Information regarding historical and archaeological resources can be obtained from the San Jose Historic Resources Inventory available for review at City of San Jose Department of Planning, Building and Code Enforcement, 801 North First Street, Room 400, San Jose, CA 95110 Phone (408) 277-4576.

- LIST THE NUMBER AND APPROXIMATE AGE OF ANY STRUCTURES ON THE PROJECT SITE (USE ASSESSOR'S INFORMATION TO IDENTIFY THE DATE OF CONSTRUCTION):

- DESCRIBE THE ARCHITECTURAL STYLE OF ANY STRUCTURES ON THE PROJECT SITE (I.E., VICTORIAN, MEDITERRANEAN, COLONIAL, RANCH, SAN JOSE PROVINCIAL, ETC.):

- ARE ANY STRUCTURES ON THE PROJECT SITE LISTED AS CITY LANDMARKS, CANDIDATE CITY LANDMARKS, STRUCTURES OF MERIT, OR LISTED OR DETERMINED ELIGIBLE FOR LISTING ON THE NATIONAL OR CALIFORNIA REGISTER OF HISTORIC PLACES? NO YES
If yes, describe below:

- IS THE PROJECT SITE LOCATED WITHIN AN AREA OF KNOWN ARCHAEOLOGICAL SENSITIVITY? (STAFF) NO YES

**IV. CERTIFICATION AND DISCLOSURE STATEMENT FOR
THE APPLICATION FOR ENVIRONMENTAL CLEARANCE**

The attached Application for Environmental Clearance has been prepared by _____ doing business as (indicate the legal name for dba designation, such as individual, "a partnership", "a corporation", etc.)

The above-named, now has or will have the following direct or indirect economic interest in the development of, or, after its completion, the operation of the project for which the Application for Environmental Clearance has been submitted.

I/We declare, under penalty of perjury, that the statements furnished above, and in the attached exhibits, pertaining to the environmental information of the proposed project and to my/our economic interest or interests in that project are complete, true and correct to the best of my/our knowledge and belief.

If any of the facts represented here change it is my responsibility to inform the City of San Jose.

Executed on _____ at _____, California

PREPARER'S
SIGNATURE(S)

ENVIRONMENTAL CLEARANCE APPLICATION CHECK SHEET

TO BE COMPLETED BY PLANNING DIVISION STAFF		
FILE NUMBER	STAFF	DATE RECEIVED
Required Copies	DOCUMENTS	
2	APPLICATION FORM correctly filled out <input type="checkbox"/> Aerial Photo (8 1/2' x 11' or 11' x 17') <input type="checkbox"/> Site Plan (8 1/2' x 11' or 11' x 17') <input type="checkbox"/> Vicinity Map (8 1/2' x 11' or 11' x 17') <input type="checkbox"/> Photographs of site and surrounding properties <input type="checkbox"/> Certification and Disclosure Statements signed by preparer	
2	<input type="checkbox"/> COUNTY ASSESSOR'S PARCEL MAP	
	FEES <input type="checkbox"/> Application Fees <input type="checkbox"/> Environmental Fees <input type="checkbox"/> Public Noticing Fee <input type="checkbox"/> Additional Charges <input type="checkbox"/> Record Retention Fees	